



**HEALTH INFORMATION TECHNOLOGY EXCHANGE OF CONNECTICUT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Monday, November 19, 2012
4:30 pm – 6:30 pm
Bureau of Enterprise Systems and Technology
East Hartford, CT**

COMMITTEE MEMBERS PRESENT: Marianne Horn (representing Commissioner Jewel Mullen, Chair), Daniel Carmody (Secretary), Ron Buckman, Steve Casey, Demian Fontanella (representing Victoria Veltri) (phone), Mark Heuschkel (for Commissioner Roderick Bremby), Brenda Kelley, Angela Mattie, Barbara Parks Wolf

COMMITTEE MEMBERS ABSENT: Commissioner Jewel Mullen, Ellen Andrews, Commissioner Roderick Bremby, Kevin Carr, John Gadea, Mark Masselli, Bettye Jo Pakulis (representing Lt.Gov. Nancy Wyman), Steven Thornquist

HITE-CT & HIT Coordinator: John DeStefano (Chief Technology Officer), Christine Kraus (Administrative Project Officer), Bruce Chudwick (Shipman & Goodwin), Minakshi Tikoo (HIT Coordinator)

STATE AGENCY REPRESENTATIVES: Joan Soulsby (OPM)

PUBLIC REPRESENTATIVES: Patty Matthews (eHealthCT), John Brady (CHA), Dean Myshrall (BEST)

CALL TO ORDER

M. Horn called the meeting to order at 5:00 PM.

HITE-CT BOARD OF DIRECTORS MEETING MINUTES – October 15, 2012 Meeting Minutes

MOTION: A motion was made and seconded by S. Casey and B. Kelley, respectively, to approve the minutes. All in favor. **Motion passed.**

HITE-CT BOARD BUSINESS

Treasurer's Report

C. Kraus provided the current financial status of HITE-CT.

For current status as of 10/30/12: total assets = \$627,067.85. HITE-CT's current liabilities are \$2,548,620.50 leaving a net loss of \$1,948,047.58. C. Kraus explained that the liabilities include unpaid Axway invoices totaling \$2,548,620.50. C. Kraus presented the cash flow document. Total expenses for October 2012 are \$53,263.21.

MOTION: A motion was made and seconded by B. Kelley and D. Carmody, respectively, to approve the Treasurer's report. All in favor. **Motion passed.**

OTHER BUSINESS

C. Kraus reported the findings of the SurveyMonkey survey about the Preferred Day/Time for 2013 HITE-CT Board meetings. Seventy-three percent of respondents reported they are able to attend meetings “most of the time,” as they are currently scheduled. Sixty-two percent prefer meetings at the end of the day (after 4 p.m.) While Monday continues to be the preferred day, two Board members are unable to attend on that night. C. Kraus will distribute the findings prior to the next Board meeting. An action item on the 12/17/12 agenda will be to vote on the meeting day and time, as the 2013 meeting dates must be filed with the Secretary of State.

HITE-CT BUSINESS

CTO REPORT

J.DeStefano reported that HITE-CT continues to investigate avenues to fulfill the ONC requirements, specifically Direct. The Direct pilot was not executed, and we are looking for alternative ways to implement the initiative. The draft IADP grant was submitted, and we are waiting for feedback. We are hopeful the grant will be approved. J. DeStefano has been meeting with the Department of Public Health team about the Immunization Registry. He has reached out to community stakeholders to set up a pilot. The goal is to develop a model that others can use.

HITE-CT RETIREMENT PLAN

RESOLUTION TO DISCONTINUE 401(K) PLAN AND ESTABLISH 401(A) PLAN AS REPLACEMENT

C. Kraus reported that the HITE-CT 401(k) Plan has been frozen. The IRS Correction forms have been completed and reviewed by legal, and will be submitted this week. ING 457 Plans have been established for HITE-CT employee contributions. C. Kraus researched 401(a) Plans. HITE-CT does not meet the required criteria of most plans because of its size and limited funds. ING has offered to underwrite the 401(a) Plan for employer contributions.

MOTION A motion was made and seconded by S. Casey and R. Buckman to approve the RESOLUTION TO DISCONTINUE 401(K) PLAN AND ESTABLISH 401(A) PLAN AS REPLACEMENT. All in favor. **Motion passed.**

HITE-CT IN-KIND STATEMENTS

C. Kraus emailed the HITE-CT in-kind statements and distributed printed copies, as needed, for Board member review and approval. She thanked those who returned the statements already. In-kind statements will be distributed on a quarterly basis going forward.

COMMITTEE UPDATES

The following Committees met during the past month.

Executive Committee (M. Horn)

The Committee met to continue discussion about the Axway contract. An update will be provided during the Board’s Executive Session.

Technical Infrastructure (J. DeStefano)

The Committee continues work on the DirectTrust framework and will report back to the Board for approval.

Advisory Committee on Patient Privacy and Security (J.DeStefano)

The Committee is working on recommendations which they will present to the Board in early 2013.

PUBLIC COMMENT

No public comment

EXECUTIVE SESSION

Pursuant to Conn. Gen. Stat. Section 1-200(6)(B) strategy and negotiations with respect to a pending claim with the Axway contract.

MOTION At 5:20 p.m. a motion was made and seconded by D. Carmody and R. Buckman, respectively, to move into Executive Session to discuss attorney-client privileged communications relating to the strategy and negotiations with respect to a pending claim with the Axway contract. B. Chudwick, J. DeStefano, C. Kraus, M. Tikoo, J. Soulsby, and D. Myshrall were invited to attend.

Executive Session ended at 6:03 p.m.

EXECUTIVE SESSION

Pursuant to Conn. Gen. Stat. Section 1-200(6)(E), to discuss a matter pertaining to information exempt from disclosure under Conn. Gen. Stat. Section 1-210(b)(5)(B)

MOTION At 6:05 p.m. a motion was made and seconded by R. Buckman and D. Carmody, respectively, to move into Executive Session to discuss a matter pertaining to information exempt from disclosure. B. Chudwick, J. Soulsby, J. DeStefano, C. Kraus, M. Tikoo, and D. Myshrall were invited to attend.

Executive Session ended at 6:35 p.m.

ADJOURNMENT

MOTION: A motion was made and seconded by D. Carmody and R. Buckman, respectively, to adjourn. All in favor. **Motion passed.** The meeting adjourned at 6:35 p.m.

SCHEDULE OF MEETINGS

December 17, 2012